

Army Regulation 135-51

Army National Guard and Army Reserve

Criminal Investigation Units Accreditation, Training, and Mobilization Criteria

**Headquarters
Department of the Army
Washington, DC
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Unclassified

SUMMARY of CHANGE

AR 135-51

Criminal Investigation Units Accreditation, Training, and Mobilization
Criteria

This revision--

- o Provides information on the criminal investigation program as it applies to the Reserve Components of the Army.
- o It has been completely revised and changes have been made to all chapters and the appendix.
- o Additionally, a glossary of terms has been added.
- o Peacetime and wartime responsibilities of the chain of command are stated (chap 1).
- o The procedures to be followed in order to accept, accredit, or retain a criminal investigator in the Reserve Components are outlined (chap2).
- o Guidelines to be followed in planning and conducting training for criminal investigation units are discussed (chap 3).

Army National Guard and Army Reserve

Criminal Investigation Units Accreditation, Training, and Mobilization Criteria

By Order of the Secretary of the Army:

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History. This UPDATE printing publishes a new revision which is effective 31 December 1984. Because the structure of the entire revised text has been reorganized, no attempt has been made to highlight changes from the earlier regulation dated 15 September 1979. This publication has been reorganized to make

it compatible with the Army publishing database. No content has been changed.

Summary. This regulation on criminal investigation units accreditation, training, and mobilization has been revised. It contains new policy and clarifies the criteria for storing, documenting, and issuing badges and credentials to US Army Reserve and Army National Guard Criminal Investigation Division (CID) agents. It clarifies training to be conducted by Reserve Component (RC) CID units during inactive duty training and annual training and the relationship of RC CID units to the US Army Forces Command, National Guard Bureau, and US Army Criminal Investigation Command.

Applicability. This regulation applies to the Regular Army, the Army National Guard, and the US Army Reserve.

Proponent and exception authority. Not Applicable

Army management control process. Supplementation. Supplementation of this

regulation is prohibited without prior approval from HQDA(DAPE-HRE), WASH DC 20310-5015.

Interim changes. Interim changes to this regulation are not official unless they are authenticated by The Adjutant General. Users will destroy interim changes on their expiration dates unless sooner superseded or rescinded.

Suggested Improvements. The proponent agency of this regulation is the Office of the Deputy Chief of Staff for Personnel. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) directly to Commander, US Army Criminal Investigation Command, ATTN: CIPP-PT, 5611 Columbia Pike, Falls Church, VA 22041-5015.

Distribution. Active Army: C; USAR and ARNG: B.

Contents (Listed by paragraph and page number)

Chapter 1

Introduction, page 1

Purpose • 1-1, page 1

References • 1-2, page 1

Explanation of abbreviations • 1-3, page 1

Objectives of the RC CID Program • 1-4, page 1

Responsibilities • 1-5, page 1

Command and control • 1-6, page 1

Critical military skill • 1-7, page 2

Premobilization and mobilization • 1-8, page 2

Inspections, visits, and reports • 1-9, page 2

Equipment • 1-10, page 2

Inactive duty training • 3-3, page 4

Resident and nonresident training • 3-4, page 4

Evaluations. • 3-5, page 4

Appendix A. References, page 5

Glossary

Chapter 2

Acceptance, Accreditation, and Retention of Reserve

Component CID Personnel, page 2

General • 2-1, page 2

Application, acceptance, and accreditation • 2-2, page 2

Criteria for retention • 2-3, page 2

Issue, storage, and inventory of credentials • 2-4, page 3

Military occupational specialty (MOS) • 2-5, page 3

Chapter 3

Training, page 3

General • 3-1, page 3

Annual training • 3-2, page 3

* This regulation supersedes AR 135-51, 15 September 1979.

RESERVED

Chapter 1 Introduction

1-1. Purpose

a. This regulation sets forth policies for the Army National Guard (ARNG) and US Army Reserve (USAR) regarding—

- (1) Postmobilization command and control.
- (2) Premobilization selection, accreditation, retention, and training for members of Criminal Investigation Division (CID) units of the ARNG and USAR.

b. This regulation also defines command, operational control, training, and support responsibilities. To this end, it—

- (1) Emphasizes policies and standards for selecting, assigning, and retaining persons in Reserve Component (RC) CID units. (See Ar 195-3.)
- (2) Emphasizes policies for accreditation of persons assigned to RC CID units. (See AR 195-3, para 2-7.)
- (3) Provides policies and standards for inactive duty training (IDT) and annual training (AT) to ensure the following:
 - a.* Development and expansion of the military education and professional qualifications of assigned and attached personnel.
 - b.* Operational readiness of RC CID units.

1-2. References

Required and related publications and a prescribed form are listed in appendix A.

1-3. Explanation of abbreviations

Abbreviations used in this regulation are explained in the glossary.

1-4. Objectives of the RC CID Program

The objectives of the RC CID Program are as follows:

- a.* Provide trained RC CID units to meet mobilization requirements.
- b.* Provide a training program for RC CID personnel who are eligible to become qualified and accredited US Army criminal investigators.

1-5. Responsibilities

a. The Commanding General, US Army Criminal Investigation Command (CG, USACIDC) will—

- (1) Approve applications for acceptance and accreditation as Department of the Army criminal investigators (special agents) for RC CID units.
- (2) Recommend AT Objectives and programs to the Chief, National Guard Bureau (CNGB) for ARNG CID units and the Commanding General, US Army Forces Command (CG, FORSCOM) for all RC CID units.
- (3) Recommend IDT objectives to the CNGB and CG, FORSCOM and approve special military or civilian-related IDT programs for RC CID personnel.
- (4) Monitor and assist in the AT of RC CID units to include developing AT programs.
- (5) Coordinate evaluations of RC CID units during AT with the CNGB and the CG, FORSCOM. Evaluation will be done according to FORSCOM Reg 350-2.
- (6) Establish criteria for retaining RC criminal investigation supervisors and special agents in the CID program.
- (7) Recommend and review organizational structures for RC CID units with the Commanding General, US Army Training and Doctrine Command (CG, TRADOC).
- (8) Review and approve all CI doctrine and training publications; monitor organization and materiel publications applicable to RC CID units.
- (9) Prescribe and monitor professional and technical training of RC CID units and individuals.
- (10) Recommend AT locations and dates for RC CID personnel and units. Recommendations will be coordinated with respective State adjutants general, the numbered armies in the continental United States (CONUSA), and the appropriate USACIDC region.

(11) Develop performance evaluation criteria for RC CID apprentice agents.

(12) Evaluate the professional progress of RC CID personnel

(13) Recommend attendance of persons at selected CID-related courses.

(14) Provide USACIDC facilities and assistance for IDT when available at active Army posts close to RC CID units through the USACIDC mutual support program.

(15) Provide evaluation during AT.

(16) Plan for the integration of mobilized RC CID units into USACIDC.

(17) Designate duty assignments and locations for federally mobilized RC CID units.

(18) Designate the CAPSTONE associations.

(19) Designate support to installations that become mobilization stations through the “ quick fix ” unit program.

(20) Command and control RC CID units upon Federal mobilization when they arrive at the mobilization station.

(21) Advise and assist the CNGB and the CG, FORSCOM in monitoring RC CID units to ensure that they are operationally ready for mobilization.

(22) Plan for the use of mobilized RC CID units in contingency plans with the CG, FORSCOM.

(23) Provide advice and help to the CNGB and the CG, FORSCOM on operational readiness, training, and policies for the use of RC CID units.

(24) Together with the CNGB and the CG, FORSCOM—

a. Monitor organizational structures for RC CID units.

b. Determine TRADOC, US Army Logistics Management Center (ALMC) and Drug Enforcement Administration (DEA) training needs for RC CID units.

(25) Assign the wartime mission to RC CID units and provide the priority training tasks for RC CID units under the CAPSTONE program.

b. The CG, FORSCOM is responsible for—

(1) Overall command (using USAR command channels), administration, logistical support, and coordination of the unit training needs for USAR CID units before mobilization.

(2) Supervision of and assistance to ARNG CID units' training.

c. The State adjutants general, together with the CNGB, are responsible, through ARNG command channels, for the following with respect to ARNG units:

(1) Overall command.

(2) Administration.

(3) Logistical support.

(4) Command during other than Federal mobilization.

(5) Coordination of unit training needs of ARNG units before mobilization.

1-6. Command and control

a. Before Federal mobilization, the CG, FORSCOM commands USAR CID units; the adjutants general of the various States command ARNG CID units.

b. Upon Federal mobilization, the CG, USACIDC commands both ARNG and USAR CID units.

c. Direct communication is authorized between the USACIDC and RC CID units to coordinate matters within the responsibilities of the CG, USACIDC listed in paragraph 1-4. Information copies of pertinent correspondence to ARNG units will be provided to the appropriate State adjutants general. Information copies of pertinent correspondence to USAR units will be provided to FORSCOM and the appropriate numbered CONUSA.

d. USAR CID units will be organized under the direct command and control of US Army Reserve Commands (ARCOMS) or US Army Reserve General Officer Commands (GOCOMs) rather than under an intermediate headquarters. ARNG CID units will be organized under the direct command and control of the State adjutant general. No RC CID unit will be organized or established without prior approval of the CG, USACIDC.

e. All federally mobilized RC CID units are under the command and control of the CG, USACIDC.

1-7. Critical military skill

Criminal investigation MOS codes are designated as critical military skills in AR 135-133, appendix A.

1-8. Premobilization and mobilization

a. The CG, USACIDC, the CNGB, and the CG, FORSCOM will provide advice, technical supervision, and training assistance to RC CID units (within their areas of responsibility) to ensure that RC units are operationally ready for mobilization. The CG, USACIDC will assist the CNGB and the CG, FORSCOM in monitoring and evaluating RC CID units.

b. The CG, USACIDC, together with the CG, FORSCOM, will determine the mission and assignment for each federally mobilized RC CID units. These missions and assignments will be based on the overall criminal investigation support requirement for the Army and the approved DA mobilization troop basis.

c. The RC commanders will ensure that their units are operationally ready for mobilization. AR 135-300, appendix F, provides a checklist of actions required before entry on active duty.

d. Commanders will coordinate mobilization plans with mobilization stations.

1-9. Inspections, visits, and reports

a. Inspections. The annual general inspection of RC CID units will be conducted by the responsible numbered CONUSA according to AR 20-1. Direct coordination is authorized between each CONUSA and USACIDC. CONUSA inspectors general are encouraged to employ CID expertise during technical aspects of the inspection.

b. Visits. Headquarters (HQ), USACIDC will conduct staff visits to RC CID units during unit AT and IDT periods. This will be done in coordination with FORSCOM and appropriate CONUSA, and/or State adjutants general.

c. Reports. USACIDC will prepare and send reports of staff visits to the following:

- (1) Appropriate CONUSA commander or State adjutant general.
- (2) Commander of the visited unit.

1-10. Equipment

a. Table of organization and equipment (TOE). Equipment authorized by TOE will be on-hand or on-requisition. Equipment that cannot be stored at the home station or that is not needed for mission training should be placed in a mobilization and training equipment concentration site (ECS). TOE investigative equipment will be used only as prescribed in applicable Army regulations and during AT and IDT training programs. Equipment stored in equipment concentration sites (ECS) should be readily available to the unit.

b. Modified table of organization and equipment (MTOE). The CG, USACIDC will recommend development or modifications of CID TOEs to the CNGB, the Chief, Army Reserve (CAR), CG, FORSCOM, and CG, TRADOC.

Chapter 2 Acceptance, Accreditation, and Retention of Reserve Component CID Personnel

2-1. General

This chapter covers the criteria for accepting, accrediting, and retaining RC CID supervisors and special agents. It will be used with AR 195-3. In the event of a conflict, the provisions of AR 195-3 will apply.

2-2. Application, acceptance, and accreditation

a. Prerequisites for acceptance. AR 195-3 gives the prescribed qualifications for acceptance of CID special agents. CID personnel will meet the following additional criteria:

(1) At application, the individual will have a minimum of 2 years' active military service or a combination of 12 weeks' initial active duty for training and 21 months' active ARNG or USAR service. Moreover, the individual may not have more than 15 years of active Federal service or a combination of active Federal service and active ARNG or USAR service.

(2) No person will be accepted in the CI Program who has been discharged for cause or misconduct from a Federal, State, county, or municipal government position. Moreover, persons discharged from other civilian employment for criminal misconduct will not be accepted in the CI Program.

b. Prerequisites for accreditation. AR 195-3 sets forth criteria for accreditation of criminal investigation special agents and for issue of badge and credentials to supervisors. RC CID personnel will possess the above qualifications for accreditation outlined in AR 195-3 with the following modifications:

(1) Apprentice agents applying for accreditation as CID special agents must have successfully completed the CI Course (either resident, or nonresident/resident and correspondence mode) within 1 year from the date accepted into the program. They must also have a thorough working knowledge of investigative techniques as evaluated during a 1-year apprentice period beginning from the date of acceptance. If experience cannot be gained in each evaluated area during the apprenticeship through job-related actual performance, apprentice agents must satisfactorily complete prescribed performance evaluations. These performance evaluations will be administered and documented by the individual's supervisor or unit commander. DA Form 4799-R (apprentice Agent Monthly Evaluation Report) will be used for the evaluation. DA Form 4799-R is located at the end of this regulation. This form will be locally reproduced on 8½- by 11-inch paper.

(2) Commissioned officers applying for credentials as CID supervisors must have successfully completed the Military Police Officers' Advanced (MPOA) Course. They must also have successfully completed both the CI Course and the Advanced Investigative Management (AIM) Course conducted by the US Army Military Police School. Supervisors are not accredited; supervisors will submit a request for badges and credentials.

(3) Persons assigned to RC CID units in criminal investigator positions must apply to USACIDC for acceptance into the CID Program within 6 months of assignment to the RC CID unit.

c. Application.

(1) Applications for acceptance as CID supervisors and special agents will be expedited by unit commanders. Each application will be sent directly to the Commander, USACIDC, ATTN: CIPA-AC, 5611 Columbia Pike, Falls Church, VA 22041-5015, for final approval or disapproval.

(2) Notifications of acceptance or nonacceptance will be returned by the CG, USACIDC directly to the unit commander. Information copies of correspondence pertaining the ARNG applicants will be provided to proper State adjutants general. Information copies of all correspondence pertaining to USAR applicants will be provided to the appropriate CONUSA.

d. Accreditation.

(1) Applications for accreditation as CID supervisors and special agents will be sent promptly by the unit commander directly to the Commander, USACIDC, ATTN: CIPA-AC, 5611 Columbia Pike, Falls Church, VA 22041-5015.

(2) Notification of accreditation will be returned by the CG, USACIDC directly to the unit commander. RC CID unit commanders will then initiate a personnel action to change the individual's MOS to 95D and send it to the proper headquarters. Information copies of correspondence pertaining to ARNG members will be furnished to appropriate State adjutants general. Information copies of all correspondence pertaining to USAR applicants will be provided to the appropriate CONUSA.

2-3. Criteria for retention

a. RC CID personnel will meet the criteria below for retention in RC CID unit positions. They will also meet criteria in AR 195-3, chapter 2.

(1) Commanders.

(a) Commanders must successfully complete the MPOA Course, resident or nonresident. Completion of the MPOA Course must be within 24 months from the date of assignment to the unit.

(b) Commanders who meet the prerequisite in (a) above will complete both the CI Course (nonresident/resident or correspondence) and the AIM Course. They are urged to complete the US Army Command and General Staff College Course, either through resident or nonresident/resident mode.

(2) Special agents. Special agents must successfully complete the CI Course and the CI Correspondence Course. These courses must be completed within 1 year from date of acceptance into the program and 2 years from date of assignment to the unit.

b. Persons who do not meet the criteria in a above will be referred by the CG, USACIDC to the CNGB or CG, FORSCOM for transfer from the RC CID unit.

(1) State adjutants general or CG, FORSCOM, as appropriate, will transfer persons ineligible for the criminal investigation program within 60 days after being notified of their ineligibility. A copy of the transfer order will be furnished the Commander, US Army Reserve Personnel and Administration Center, ATTN: DARP-MSR, 9700 Page Boulevard, St. Louis, MO 63132, and to the Commander, USACIDC, ATTN: CIPA-AC, 5611 Columbia Pike, Falls Church, VA 22041-5015.

(2) Copies of orders promoting, separating, or retiring special agents should also be provided to HQ USACIDC.

c. AR 195-3, chapter 3, covers the basis and procedures for elimination from the CI Program. In addition to the causes for elimination listed in AR 195-3, failure by RC CID personnel to successfully complete the CI Course and the CI Correspondence Course within the prescribed 24-month period is also cause for elimination. The period for completion may be extended by the CG, USACIDC upon submission of adequate justification by the person concerned.

d. RC CID personnel who do not conform with the standards of conduct and professionalism stated in AR 195-3, chapter 3, and/or meet the requirement in c above will be relieved from CID assignments. They will be reassigned according to prescribed regulations.

(1) Commanders of ARNG and USAR CID units will send the necessary personnel action through proper channels. One copy will be sent directly to Commander, USACIDC ATTN: CIPA-AC, 5611 Columbia Pike, Falls Church, VA 22041-5015. If personnel are transferred from the unit, a copy of the order will be furnished the Commander, Army Personnel Center (ARPERCEN), ATTN: DARP-MSR 9700 Page Blvd., St. Louis, MO 63122, and Commander, USACIDC, ATTN: CIPA-AC, 5611 Columbia Pike, Falls Church, VA 22041-5015.

(2) RC special agents not serving on extended active duty are not entitled to an accreditation review board.

2-4. Issue, storage, and inventory of credentials

a. Issue and storage.

(1) Credentials for ARNG CID special agents may be kept at the unit's mutual support office during the premobilization period. When required, they may be issued to accredited ARNG special agents during AT.

(2) Credentials will be issued to ARNG CID special agents when they are federally mobilized and assigned to USACIDC.

(3) Credentials for USAR CID special agents assigned to USAR CID detachments will be kept at the unit level provided that the badges and credentials are stored in a General Service Administration (GSA) approved security container.

(4) Issue and accountability of badges and credentials to USAR CID special agents will be in accordance with CIDR 195-13, paragraph 17f.

(5) USAR detachments unable to provide unit level storage of badges and credentials will request an exception to policy from USACIDC, ATTN: CIPA-AC, 5611 Columbia Pike, Falls Church, VA 22041-5015, justifying nonunit storage. In those instances,

badges and credentials may be maintained at the unit's mutual support office.

b. Withdrawal of unit storage privilege.

(1) Badges and credentials remain the property of USACIDC at all times. USACIDC reserve the right to withdraw unit storage for cause at any time.

(2) Withdrawal for cause includes but is not limited to the following:

(a) Failure to properly store and secure badges and credentials.

(b) Failure to properly control issue and turn-in of badges and credentials.

(c) Failure to comply with the provisions of CIDR 195-13, paragraph 17f.

(d) Any unauthorized use or display of CID badges and credentials.

(e) Failure to report the loss of badges and credentials to HQ USACIDC, ATTN: CIPA-AC, 5611 Columbia Pike, Falls Church, VA 22041-5015.

(3) If withdrawal of a unit's storage privilege by USACIDC is ordered, the following actions will be taken by USACIDC:

(a) The appropriate ARCOM or GOCOM commander or State adjutant general will be notified in writing of the withdrawal decision.

(b) The appropriate CONUSA will be notified in writing and requested to monitor the situation.

(c) The appropriate CID region commander will be notified in writing and requested to monitor the situation.

(d) The unit involved will be directed to return all badges and credentials by registered mail within 5 working days.

c. Storage of badge and credentials for individual mobilization augmentees (IMA) special agents.

(1) Badges and credentials for IMA special agents assigned to HQ USACIDC will continue to be stored at HQ USACIDC.

(2) Badges and credential for IMA special agents assigned other than to HQ USACIDC will be stored at HQ USACIDC and provided to the IMA when required.

2-5. Military occupational specialty (MOS)

Enlisted personnel will be assigned MOS 95D00 when they successfully complete the CI course and their application for acceptance into the CI Program has been submitted to the CG, USACIDC. They will retain this designation until their Special Background Investigation (SBI) is completed, and they are notified of their acceptance into the CI Program. At this time they will be awarded MOS 95DXT and will retain this designation during their 1-year apprentice period. MOS 95D may only be awarded by the CG, USACIDC. AR 611-101, chapter 2, provides the special skill identifier 31C for CI officers. AR 611-112, chapter 4, provides the MOS 951A for warrant officer criminal investigators. MOS 31C will not be assigned as a primary MOS.

Chapter 3 Training

3-1. General

This chapter provides specific guidance to ensure that RC CID training conforms with current Department of the Army and USACIDC policies, procedures, and doctrine. See appendix A for related training publications. These publications provide the following:

a. Basic guidance for training RC personnel.

b. Policies, procedures, and guidelines for conducting criminal investigations.

c. Doctrine on CID support to the Army in wartime.

3-2. Annual training

a. Since AT provides the unit commander with the best opportunity to evaluate the unit's progress and develop IDT needs, the RC training schedules will be adjusted to satisfy the following:

- (1) The level of operational readiness of each unit.
- (2) The professional qualifications of unit members.
- (3) The guidelines contained in FORSCOM Reg 350-2 regarding mission-oriented training.

(4) The USACIDC training objectives for RC units.

b. AT training schedules will be prepared in coordination with the USACIDC unit hosting the AT period.

c. Army training and evaluation programs (ARTEP) are not developed for cellular-type units; therefore, RC CID units will be evaluated by USACIDC field elements at AT as determined by CG, USACIDC based on guidance in *a* above. The evaluation determines the unit's ability to accomplish assigned missions. It will be conducted under current FORSCOM procedures. A copy of the evaluation will be sent to the Commander, USACIDC, ATTN: CIP-P-RA, 5611 Columbia Pike, Falls Church, VA 22041-5015, through channels.

d. Training with HQ USACIDC. Selected members of RC CID units may be assigned to USACIDC elements to perform AT in lieu of training with their parent RC CID units. Assignment of ARNG members will be with the concurrence of the State adjutant general and the CNGB. Assignment of USAR members will be with the concurrence of FORSCOM and the appropriate CONUSA. Training may include assignments at—

- (1) HQ USACIDC, Falls Church, Virginia.
- (2) The Crime Records Center, Baltimore, Maryland.
- (3) The various USACIDC region headquarters.
- (4) Various locations outside the continental United States (OCONUS).

e. AT limitations are as follows:

(1) The USACIDC Active Component commander hosting RC CID units during AT must ensure that all on-the-job training for such unit members is screened to preclude if possible, situations that place RC personnel in dangerous or legally compromising positions.

(2) All crime prevention surveys (CPS) conducted during AT that are scheduled by a USACIDC field element will be reviewed and approved by the USACIDC field element commander before final disposition.

(3) Other CPS will be finalized, reviewed, and approved by the commander of the RC CID detachment performing the survey. This applies if the CPS is conducted during IDT at the request of a senior RC commander and is not scheduled and coordinated with USACIDC.

(4) Distribution of these surveys need not be made to USACIDC. CIDR 195-6 provides further guidance for crime prevention surveys.

3-3. Inactive duty training

a. RC CID units will normally perform IDT using multiple unit training assemblies (MUTA-4,-5,-6). (See AR 140-1 and NGR 350-1.) IDT should consist of training that is directly related to the operational readiness of the unit to perform criminal investigations under wartime conditions.

b. Commanders of the RC CID units are encouraged to conduct IDT with nearby Active Army CID offices. Persons qualified as civilian police investigators and others with special skills may be used as agents during Active Army investigations and receive credit for IDT. ARNG agents will be used only with their State adjutant general's approval.

c. Weapons training should be conducted during IDT. FORSCOM Reg 350-2 requires annual qualification with the assigned weapon. This does not preclude more frequent firing if time and the availability of ammunition permit.

3-4. Resident and nonresident training

a. Members of RC CID units are urged to attend resident CI courses. Applicants will send requests for attendance at resident courses through normal command channels.

b. Persons applying for the Criminal Investigation Nonresident/Resident Course will send requests to the Commander, US Army

Institute for Professional Development, ATTN: ATTSC-AI, US Army Training Support Center, Fort Eustis, VA 23604.

c. Commanders of RC CID units will notify the Commander, USACIDC, ATTN: CIPP-RA, 5611 Columbia Pike, Falls Church, VA 22041-5015, of all personnel who complete or fail to complete a military or related civilian course satisfactorily.

(1) RC CID personnel who fail to satisfactorily complete a resident or nonresident/resident CI course will be reassigned from the CI Program. Moreover, they will be transferred to another unit or to a proper control group according to AR 195-3.

(2) The CG, USACIDC will notify, by letter or message, the CNGB or proper CONUSA commander of those persons who are ineligible for the CI Program. Appropriate action will be taken to transfer those persons to another unit within 60 days after notification. Commander, ARPERCEN, ATTN: DARP-MSR, 900 Page Blvd, St. Louis, MO 63132, will be furnished a copy of orders transferring personnel from the unit.

3-5. Evaluations.

a. RC CID units will be evaluated on their ability to conduct criminal investigations during AT under the procedures in paragraph 3-2 *a* and *c*.

b. Unit evaluations using the report format prescribed by FORSCOM will include the investigative qualifications of each unit member and the overall operational readiness of the unit. Each member of the unit will be evaluated according to the position occupied. The evaluation form will be sent, upon completion to the proper CONUSA. Each CONUSA will send a copy of the evaluation to NGB-ABO, WASH DC 20310, or HQDA(DAAR-TR), WASH DC 20310, as appropriate. In the case of ARNG CID detachments, copies will also be furnished to the proper State adjutant general.

c. RC CID unit commanders will evaluate unit personnel during IDT using USACIDC guidelines for performance evaluations as contained in the skill qualification test (SQT) for criminal investigators.

Appendix A References

Section I Required Publications

AR 135-300

Mobilization of Reserve Components Units and Individuals. (Cited in para 4-3.)

AR 195-3

Acceptance and Accreditation of Criminal Investigative Personnel. (Cited in paras 1-1, 2-2, and 2-3.)

AR 350-1

Army Training. (Cited in paras 1-4 and 3-4.)

CIDR 195-6

Crime Prevention Surveys. (Cited in para 3-2.) (Copies may be obtained from Commander, USACIDC, ATTN: CIPA-AD, 5611 Columbia Pike, Falls Church, VA 22041-5015.)

CIDR 195-13

Credentials, Identification Cards, Badges and Polygraph Certificates. (Cited in para 2-4.) (Copies may be obtained from Commander, USACIDC, ATTN: CIPA-AD, 5611 Columbia Pike, Falls Church, VA 22041-5015.)

FORSCOM Reg 350-2

Reserve Component Training Guide. (Cited in para 3-3.) (Copies may be obtained from FORSCOM, AG Publications Stockroom, Bldg 208, Fort Gillem, Forest Park, GA 30050.)

NGR 350-1

Training, Army National Guard. (Cited in para 3-4.) (Copies may be obtained from NGB-ARON-T, WASH DC 20310.)

Section II Related Publications

A related publication is merely a source of additional information. The user does not have to read it to understand this regulation.

AR 11-22

Mutual Support and Equipment Sharing Program.

AR 20-1

Inspector General Activities and Procedures.

AR 135-133

Ready Reserve Screening, Qualifications Records System and Change of Address Reports.

AR 140-1

Army Reserve Mission, Organization, and Training.

AR 220-1

Unit Status Reporting.

AR 611-101

Commissioned Officer Specialty Classification System.

AR 611-112

Manual of Warrant Officer Military Occupational Specialities.

CIDR 195-19

Carrying, Using, Safeguarding and Qualifying with Weapons.

FM 19-1

MP Support for the Air/Land Battlefield.

FM 19-4

Military Police Combat Support, Theater of Operations.

FM 19-20

Law Enforcement Investigations.

FM 100-16

Echelons above Corps.

Section III Prescribed Forms

DA Form 4799-R

Apprentice Agent Monthly Evaluation Report.

Glossary

Section I

Abbreviations

AIM

Advanced Investigative Management Course

ALMC

US Army Logistics Management Center

ARCOM

US Army Reserve Command

ARTEP

Army training and evaluation program

AT

annual training

CAR

Chief, Army Reserve

CI

criminal investigation

CID

Criminal Investigation Division

CNGB

Chief, National Guard Bureau

CONUSA

the numbered armies in the continental United States

CPS

crime prevention survey

DEA

Drug Enforcement Administration

ECS

equipment concentration site

FORSCOM

US Army Forces Command

GOCOM

US Army Reserve General Officer Command

GSA

General Services Administration

IDT

inactive duty training

IMA

individual mobilization augmentees

MOS

military occupational specialty

MPOA

Military Police Officer's Advanced Course

MTOE

modified table of organization and equipment

MUTA

multiple unit training assemblies

OCONUS

outside continental United States

SBI

Special Background Investigation

SQT

skill qualification test

TOE

table of organization and equipment

TRADOC

US Army Training and Doctrine Command

USACIDC

US Army Criminal Investigation Command

APPRENTICE AGENT MONTHLY EVALUATION REPORT

*For use of this form see AR 135-51; the proponent agency is
The United States Army Criminal Investigation Command*

REPORTING PERIOD (From and To Dates)

CODE: S Satisfactory M Marginal U Unsatisfactory

1. NAME (Last, First and Middle Initial)	2. GRADE	3. UNIT AND STATION (Include Zip Code)
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PART I EVALUATION OF PERSONAL TRAITS		PART II PERFORMANCE EVALUATION			
CATEGORY	CODE	CATEGORY	CODE	CATEGORY	CODE
4. PERSONAL CONDUCT		25. SECTION II - CRIME SCENE PROCESSING		e. SWORN STATEMENTS	
5. INTEGRITY		a. CID ACTION RECORD		f. POLYGRAPH REQUESTS	
6. APPEARANCE		b. AGENT ACTIVITY SUMMARY		g. NAME CHECKS	
7. PHYSICAL APPEARANCE		c. TAKE NOTES (Employ WP)		h.	
8. MOTIVATION		d. PHOTOGRAPH CRIME SCENE		i.	
9. INITIATIVE		e. SKETCH CRIME SCENE		j.	
10. DETERMINATION		f. COLLECT PHYSICAL EVIDENCE		k.	
11. DEPENDABILITY		g. IMPRESSIONS, TRACK & TOOL MARK EVID		l.	
12. IMPARTIALITY		h. COLLECT QUESTIONED DOCUMENTS		28. SECTION V - INVESTIGATION REPORTS	
13. MATURITY		i. OBTAIN HANDWRITING EXEMP & STDS		a. INITIAL, SSI, & INIT/SSI	
14. SOCIABILITY		j. CHAIN OF CUSTODY		b. REQ FOR ASSISTANCE	
15. DEDICATION		k. FIELD TESTS FOR SUPSD CONTROL SUBS		c. STATUS REPORT	
16. SELF-DISCIPLINE		l.		d. FINAL REPORT	
17. STUDY AND SELF-IMPROVEMENT		m.		e. SUPPLEMENTAL REPORT	
18. LOGICAL REASONING		n.		f. INFORMATION REPORT	
19.		o.		g. MGT WORKSHEET	
20.		p.		h. .015 FUNDS	
21.		26. SECTION III - GEN INVES DUTIES		i.	
22.		a. RECORD ACCT FOR EVIDENCE		j.	
23.		b. SUBMIT LAB EXAM REQUESTS		k.	
24. SECTION I - LAW AND JURISDICTION		c. PKG EVID FOR SHIPPING		l.	
a. RESPONSIBILITY/JURISDICTION		d. DISPOSE OF EVIDENCE		m.	
b. GENERAL PUNITIVE ARTICLES		e. APP, SEARCH & SEIZURE		29. SECTION VI - SPECIAL OPERATIONS	
c. LARCENY & WRONGFUL APPROPRIATION		f. EMPLOY LINE-UPS		a. CONDUCT SURVEILLANCE	
d. BURGLARY & HOUSEBREAKING		g. FINGERPRINT IMPRESSIONS		b. UNDERCOVER OPERATIONS	
e. DRUG RELATED OFFENSES		h. TESTIFY AT COURTS		c. ELECTRONIC AIDS	
f. AGGRAVATED ASSAULT		i.		d. INFORMANTS	
g. ROBBERY		j.		e. CONDUCT LIAISON	
h. RAPE & CARNAL KNOWLEDGE		k.		f. CRIMINAL INFORMATION	
i. ECONOMIC CRIMES		l.		g. ECONOMIC CRIMES	
j. MURDER, MANSLAUGHTER, & NEG HOM		m.		h. CRIME PREV SURVEY	
k.		27. SECTION IV - TESTIMONIAL EVIDENCE		i. PROTECTIVE SERVCES	
l.		a. INTERVIEW WIT & VICTIMS		j.	
m.		b. AGENT'S INVES REPORT		k.	
n.		c. RIGHTS WARNING		l.	
o.		d. INTERROGATION		m.	

30. AGENT SUPERVISOR COMMENTS (If additional space is needed, continue on reverse)

31. COMMANDER/SAC COMMENTS (If additional space is needed, continue on reverse)

TYPED/PRINTED NAME AND GRADE OF AGENT SUPERVISOR	SIGNATURE	DATE
TYPED/PRINTED NAME AND GRADE OF COMMANDER/SAC	SIGNATURE	DATE

INSTRUCTIONS

The Apprentice Agent Monthly Evaluation Report, will be completed each month during the apprentice period on all agents. The evaluation should be made by the appropriate supervisor and forwarded to the field office commander/SAC. The field office commander/SAC will add his/her comments and counsel the apprentice agent.

a. Part I - Evaluation Personal Traits. Items 4 - 3. Care must be taken to make a fair rating. The apprentice agent will be rated on each of the personal traits which are listed in AR 195-3 and on the appendixes study and self-improvement. Significant strengths and weaknesses will be explained in Part II, Item 30 or 31. The evaluation code shown in the key will be used.

b. Part II - Performance Evaluation. Items 25 - 29. Determination of the appropriate rating for each of the test areas requires an in-depth evaluation of apprentice agent's on-the-job performance and/or the evaluation of results derived from hypothetical test situations. The rating will reflect both the ability to perform basic investigative tasks and his/her understanding and application of special techniques and considerations outlined in each test area. The evaluation code used for Part I will apply. Superior achievements in the performance of investigative tasks should be noted in item 29.

c. Item 30. The purposes of this section is to provide a summary of how the evaluation was made and to explain those ratings which need supporting remarks. When a rating is based on evaluation of job performance in connection with an actual investigative assignment, reference will be made to the CID ROI number.

d. Item 31. It is the responsibility of the field office commander/SAC to insure that the evaluation is accurate and objective.

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